

Preliminary Assessment Report

Project 3017274, 3621 COURTLAND PL S

Assessment Completed: 3/28/2014

Project Description: SDR-Demo existing duplex. Construct new 3 buildings, 3 townhouse units each for a total of 9 townhouses. 6 surface parking provided with access off alley.

Primary Applicant: [Marsha Mawer-Olson](#)

This report lists the results of a preliminary assessment of your project requirements by various city departments. It's based on the project characteristics described on your site plan and preliminary application form. If your project required a pre-application site visit (PASV), the results of that site visit are also included. The goal of this report is to help you create a complete submittal package and reduce the need for corrections once your application has been submitted.

Next Steps

1. Review the requirements in this report and contact the staff members listed below with questions.
2. If a street improvement plan is required, develop and submit it to the Seattle Department of Transportation (SDOT). **The Department of Planning and Development (DPD) will not accept your permit application until your street improvement plan is approved as 60% complete by SDOT. See [SDOT Client Assistance Memo 2213](#) for guidance about the 60% complete approval process.**
3. Schedule an appointment for permit application intake with DPD. **Please bring a copy of this report to your intake appointment.**

Questions About This Report

If you have questions about the information in this report, contact the appropriate city staff member for each section.

DPD Drainage Requirements

Arthur Thomas Richardson, (206) 684-3655, art.richardson@seattle.gov

DPD Land Use Requirements

Arthur J Pederson, (206) 684-0638, art.pederson@seattle.gov

Seattle City Light Requirements

Ray Ramos, (206) 615-1193, ray.ramos@seattle.gov

Seattle Department of Transportation Requirements

Joel Prather, (206) 615-0772, joel.prather@seattle.gov

Seattle Public Utilities Requirements

Steve Resnick, (206) 233-7234, ResnicS@seattle.gov

Water Availability

P Kimani, (206) 684-5975, Karen.Younge@Seattle.Gov

Other Resources

- General questions about the permit process: Contact the DPD Applicant Services Center (ASC) at 206-684-8850.
- User-friendly guides to city permitting processes: [DPD](#) and [SDOT](#).
- [Detailed zoning information](#).
- Visit our [permit type pages](#) for step-by-step instructions and forms for preparing your application and plans for review.

Requirements

DPD Drainage Requirements

The following requirements are based on the current stormwater and side sewer codes.

Existing Public Drainage Infrastructure

Sanitary sewer main location: Courtland Pl S

Sanitary sewer main size: 8-inch

Storm drainage main location: S. Charlestown St

Storm drainage main size: 54-inch

Drainage

The drainage point of discharge (SMC 22.805.020) is located at: Public storm drain system. From S. Charlestown St.

Unless an adjustment per subsection 22.800.040.B or an exception per subsection 22.800.040.C is approved by the Director, an owner or occupant who is required, or who wishes, to connect to a public drainage system shall be required to extend the public drainage system if a public drainage system is not accessible within an abutting public area across the full frontage of the property.

Flow Control Compliance

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. A completed [Construction Stormwater Control and Soil Amendment Standard Plan](#) is required.

Submit a [Standard Drainage Control Plan for Small Projects](#) including the [Green Stormwater Requirement Calculator](#).

For projects with 5,000 square feet or more of new plus replaced impervious surface, a comprehensive drainage control plan and construction stormwater control plan shall be prepared by a licensed engineer.

Water Quality

No requirements

Wastewater

All homeowners and building owners in King County's service area whose home or building was newly connected to the King County sewer system on or after Feb. 1, 1990 must pay a [King County Capacity Charge](#).

Permanent and Temporary Dewatering

The footing drain (if part of building plan) point of discharge ([DPD DR 4-2011](#)) is located at the following: Public storm drain system.

DPD Land Use Code Requirements

Street Requirements

Based on the scope of the proposed project, the following street improvements are required per Chapter 23.53 of the Seattle Municipal Code. Please review Right-of-Way Improvements Manual for design criteria (<http://www.seattle.gov/transportation/rowmanual/manual/>). Show required street improvements on your "enhanced site plan" at DPD permit application intake. If an SDOT Street Improvement Plan (SIP) is required, please list SDOT project number and SDOT contact name on the enhanced site plan. Street Improvement Plans must be accepted by SDOT prior to DPD permit application intake.

COURTLAND PL S

Curbs will be required to be installed in the portion of right-of-way abutting this lot.

A concrete sidewalk will be required to be installed in the portion of right-of-way abutting this lot.

Drainage may be required to be installed in the portion of right-of-way abutting this lot. Please contact SDOT for more information.

Grading to future ROW grade. See <http://www.seattle.gov/transportation/gradesheetintro.htm>

New structures must be designed to accommodate right-of-way improvements. To ensure that driveways and pedestrian access points are designed to match these future street improvements, please use the Building Grade Calculator, which can be found at <http://www.seattle.gov/transportation/gradesheetintro.htm>

Street trees shall be provided in the planting strip according to Seattle Department of Transportation Tree Planting Standards. Contact SDOT Urban Forestry (for residential projects: (206) 684-TREE; for all others: (206) 684-5693), to determine species of tree and standards of planting. Please add a note to the site plan showing size, location and species of tree to be planted.

<http://www.seattle.gov/transportation/treeplanting.htm>.

Any planting proposed within the ROW must be reviewed and approved by DPD and SDOT.

Alley Requirements

ALLEY WEST OF SITE

Improve width abutting lot and portion between lot and connecting street to crushed rock or better. The Seattle Right of Way Improvements Manual (http://www.seattle.gov/transportation/stuse_docs.htm) contains design details.

Land Use

Based on the project scope. SEPA may be required. See DPD Director's Rule 17-2012 for more details (<http://web1.seattle.gov/dpd/dirrrulesviewer/>).

It appears your project will require Streamlined Design Review. A pre-submittal conference will be required. Please see Land Use Code Section 23.41.018.

Seattle City Light Requirements

Easements

SCL power easement is required. Property survey may be required at project's expense.

SCL blanket power easement over the entire parent parcel may be required. Property survey may be required at project's expense. If this is a unit lot subdivision, a blanket easement is needed.

Other requirements: The parent parcel is considered one site. The electrical service to the new buildings will need to be consolidated from one service strike from SCL's distribution system. Per SCL Requirements for Electric Service Connection, <http://www.seattle.gov/light/contractors/resc/>, Chapter 5, page 28: "Single Service Rule", Seattle City Light will provide only one service to a site or building. Additional services will be supplied only at SCL's option and will be agreed to in writing. Please contact your Electrical Service Representative well in advance of construction for clarification and electrical service advice.

Conservation

Built Smart Programs - SCL offers developers of 5+ unit multifamily buildings incentives for installation of energy efficiency measures. From insulation and windows to lighting and appliances, take advantage of new technologies and construct a more efficient building with our help. For more information: contact Beth Rocha at (206)684-5945 / beth.rocha@seattle.gov or Meghan Pinch at (206)684-3901 / meghan.pinch@seattle.gov

Notes to Applicant

For new service, an Application for Electrical Service must be submitted to Seattle City Light. Please contact the Electrical Service Representative for your area several months before new service is required to determine your electric service design, service location and what kind of service is available at the building site. The Electrical Service Representative should also be contacted to coordinate electrical disconnections prior to demolition and temporary power for construction. Your Electrical Service Representative is: Andrew Misoda, 206-386-9734, ian.cooper@seattle.gov. Be advised that it is the applicant's responsibility to seek guidance from SCL. Failure to contact SCL at your earliest convenience could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

SDOT Requirements

The City of Seattle's Right-of-Way Improvements Manual (ROWIM) and SDOT's Street & Sidewalk Pavement Opening and Restoration (PORR) Director's Rule 2004-02 may be accessed from SDOT's Street Use website at: http://www.seattle.gov/transportation/stuse_docs.htm. Whenever possible, specific reference notation for

these two design documents is noted next to the design characteristics below. Be advised that these specific section and chapter references are provided as preliminary guidance only and are not comprehensive in scope.

SDOT Permitting Information

Initial Review Deposit: \$2,500

SDOT Plan Requirements: Engineered plan

SDOT Permit Requirements: Group 3: Street Use Major (Type 45). A 60% complete street improvement plan (SIP) must be approved by SDOT prior to your DPD construction intake appointment. SIP Design Guidance is required for 60% complete SIP approval; apply early. Please visit SDOT's Street Use website at:

http://www.seattle.gov/transportation/stuse_sip.htm to obtain SDOT Client Assistance Memos (CAMs) and application materials to assist in developing your street improvement plan (SIP).

Street Improvement Requirements

COURTLAND PL S

Tree planting. See Seattle Right of Way Improvements Manual (ROWIM) and City of Seattle Standard Plans 030, 100 and 424. Contact SDOT Urban Forestry for residential projects at (206) 684-TREE; for all others at (206) 684-5693 for approval of species and placement.

All improvements on private property must accommodate the right of way elevation at the property line using the standard cross-section in the ROWIM. Right of way grading may be required to provide vehicular and pedestrian access that meets the standard cross-section.

New/replacement sidewalk: See Seattle Right of Way Improvements Manual (ROWIM) as well as the City of Seattle Standard Plan 420, 421 and 422.

New/Replacement Curb: See Seattle Right of Way Improvements Manual (ROWIM) and the City of Seattle Standard Plan 410.

Alley Requirements

ALLEY WEST OF SITE

Alley Grading: Standard alley cross section at established grade for portion of alley being improved. See Seattle Right of Way Improvements Manual (ROWIM) chapter 4. Apply for SDOT SIP Design Guidance. See SDOT CAM 2211.

Access via unopened/unimproved/unpaved alley. Grading, drainage and paving may be required. See Seattle Right of Way Improvements Manual (ROWIM) for improvement requirements.

Discretionary ROW Improvements

Utilities such as poles, utility vaults, and fire hydrants may need to be relocated to accommodate your required street improvements. See Right of Way Improvement Manual (ROWIM) section 4.20 for clearance requirements.

SPU Requirements

Flow Control Compliance

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. For projects with 5,000 square feet or more of new and replaced impervious surface, a comprehensive drainage control plan shall be prepared by a licensed engineer.

Roadway projects with 7,000 square feet or more of land disturbing activity or 2,000 square feet or more of new plus replaced impervious surface must implement green stormwater infrastructure to infiltrate, disperse, and retain drainage water onsite to the maximum extent feasible without causing flooding, landslide, or erosion impacts per SMC 22.805.020.F. Flow control standards must be first met by utilizing green stormwater infrastructure to the maximum extent feasible. Additional flow control measures shall be installed if the flow control standard cannot be met solely using green stormwater infrastructure. Refer to DR GSI to MEF and DR Vol.3.

Stormwater Treatment

No requirements

Water Availability

Your water availability assessment has been approved.

Water Availability Certificate reference number: 20140517

Water Availability Certificate status: Approved with No Changes

Prepared by: Richard F Wilson

Existing Water System Information

Proximity of nearest fire hydrant is: 140 feet NE of property. Meets standards.

Water Main:

Size: 8 inches

Material: Ductile Iron

Class: 52

- Standard

- Abutting

Water Main is available to serve in: Courtland Place S

Distance of main to W margin of street is 35 feet.

Public ROW width is 50 feet.

Water Service(s):

Size: 3/4"

Material: Copper

Other Requirements

Owners of residential property occupied by a tenant who will be displaced by housing demolition, substantial rehabilitation, change of use, or removal of use restrictions may need to obtain a Tenant Relocation License. Refer to DPD Tip 123, Seattle's Tenant Relocation Assistance Ordinance, for further information and instructions or call (206) 684-7979.

If your project involves additions or modification to or demolition of an existing building that contains four or more dwelling units or 4,000 square feet or more of non-residential area, and the building is a designated historic landmark or is 50 years old and meets the criteria set forth in SMC 25.12 for landmark designation, SEPA is required. Please contact the Department of Neighborhoods at (206) 684-0228 or www.seattle.gov/neighborhoods/preservation to determine if your building is a designated landmark or if a referral is necessary to determine if the building meets the criteria in SMC 25.12. Refer to Tip 208 for information regarding the application requirements for a SEPA review and Tip 3000 for information regarding landmarks and historic preservation.

If the scope of your proposed project changes before your DPD intake appointment or SDOT street improvement plan application, the requirements in this report may change. If there are municipal code and ordinance changes before our DPD intake appointment, the project must meet the new code requirements. Additional street improvement requirements may be triggered if a permit application for a development project on adjacent property is also undergoing review.

Please be aware that all persons or companies working within the City limits, including all contractors, subcontractors, permit expeditors and other service providers are required to possess a valid City of Seattle business license. This license is required in addition to any other licenses required by the State of Washington, such as a contractors' license or state business license. For more information about City of Seattle business licenses, please contact inspector Michale Crooks at 206-684-8871, Michale.Crooks@seattle.gov, or visit the [Licensing and Tax Administration Division website](#).